

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY TRANSMISSION
ALL REGIONS**

**STATION ELECTRICIAN B
JOB NUMBER: 69304**

I. POSITION SUMMARY

Perform all types of work involved in the construction, maintenance, rebuild, removal, operation, testing and inspection of energized or de-energized generation, transmission, and distribution facilities. Respond to emergency call-outs on station trouble and coordinate prompt restoration of service to customers as required. The following list sets forth the principal duties required with the degree of supervision normally given. This list is not intended to limit assignment of work or the degree of supervision under all operating conditions. Employee may perform miscellaneous, related, and incidental work in addition to that specifically outlined below.

II. DUTIES AND RESPONSIBILITIES

1. Work on energized equipment up to 750 volts.
2. Work on conductors and equipment energized at voltages above 750 volts with direct supervision or assistance of personnel in higher classification.
3. Assemble, repair and maintain circuit breakers, transformers, reactive devices, network protectors and transformers, and station equipment such as lightning arresters and capacitor banks; replace bushings in the field; repair and replace associated equipment and subassemblies; make connection splices and cable terminations; install ground wires on de-energized primary leads and conductors, power cables, and related apparatus.
4. Assemble and erect station steel structural members; assemble and replace switches and buses; ascend station structures by climbing or other approved means; paint structures and equipment. Make structural parts from sketch or verbal instructions; patch concrete and build forms; do incidental rough carpenter work and perform caulking.
5. Erect and drill switchboard panels and mount equipment; replace switchboard equipment; wire de-energized panels and controls; wire energized panels and controls in the presence of a qualified employee; install and wire outlets, control lighting, fixtures and switches; install conduit, pipe and tubing.
6. Perform switching operations as directed and accept clearances, make de-energized tests, and install protective grounds.
7. Make inspections of stations and buildings; report irregularities and abnormal conditions; remove string, bird nests and other foreign objects from station equipment; check operating condition of equipment such as pumps, compressors, and fire extinguishers; complete inspection reports.

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8. Make connections for various tests; set up and operate circuit breaker stroke analyzer; set up, tear down, and operate oil handling equipment and SF6 gas equipment; record and read instruments and gauges such as voltmeters, watt/reactive meters, ammeters, hydrometers, pressure and level gauges. Check, adjust, and set auxiliary controls such as auxiliary switches, pressure switches, alarm and indicating gauges.
9. Make connections for various electrical tests; TTR, Doble, core megger and resistance for transformer testing, etc.
10. Operate crane and aerial lift equipment when in close proximity to energized lines or equipment; operate company vehicles and specialized equipment.
11. Inspect and maintain live line tools, ladders, and personal insulated safety equipment; use electric or gas welding equipment, hydraulic conduit benders, and compression tools. Maintain various types of fire-fighting equipment. Maintain tools and equipment in a clean and orderly condition.
12. Use live line tools as required for the work.
13. Select proper prints and/or drawings for various work and have a basic understanding of each.
14. Maintain records and prepare and submit reports as required.
15. Assist in conducting departmental safety meetings and training of other employees.
16. Assist employees of equal or higher classification; direct the work of employees assigned to assist.
17. Perform duties in accordance with the Company's safety rules and operating regulations and practices.
18. Perform similar or less skilled work as assigned.

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QUALIFICATIONS

1. Must possess sufficient knowledge and skills to perform the duties and/or the responsibilities listed above.
2. Education equivalent to graduation from high school and completion of a two-year associate degree in electrical/mechanical/industrial maintenance technology or equivalent education and/or experience.
3. Approximately two years' experience as a Station Electrician C in order to obtain the required skills and knowledge of the higher-level job.
4. Thorough knowledge of the stations in the territory assigned.
5. Knowledge of print reading sufficient to interpret and apply information from drawings, instruction manuals, one-line diagrams, and associated documents.
6. Must satisfactorily complete, in such time frames as may be established by the Company, all required training to advance to next higher classification in the line of progression, or vacate the current classification.
7. Must have the ability and desire to acquire the necessary knowledge and skills to perform the duties and/or responsibilities of the key job (Station Electrician A) in this family and be qualified through demonstration, examination and/or performance appraisal as determined by the Company.
8. Ability to deal with customers and other employees in a courteous and professional manner.
9. Ability to plan work and to properly instruct and brief others.
10. Must possess and maintain a valid commercial driver's license. Must meet all vehicle operation requirements as designated by federal and/or state law.
11. Familiarity with the Company safety rules and practices and proficiency in the application of resuscitation and First Aid as presented in the Company's Safety Manual.
12. Considerable travel may be required to complete work assignments.

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PRINCIPAL LINE OF PROGRESSION

From: Station Electrician C

To: Station Electrician A